



***Embassy of the United States of America
Consular Section, Immigrant Visa Unit
Bogotá, Colombia***

INSTRUCTION AND APPOINTMENT PACKAGE - FIANCEE K-VISAS (Packets 3 & 4)

Case Number: _____

Dear Visa Applicant:

We have received approval to start processing your fiancé(e) (K) visa. In order to prepare for your interview with a consular officer, please read the following instructions carefully.

FIRST: Obtain the documents listed on page 3 that apply to your case. You must bring them to the embassy on the day of your visa interview.

SECOND: Fill-out the DS-156 and DS-156K visa applications online at: http://travel.state.gov/visa/forms/forms_1342.html. Be sure to answer each question. Every applicant (including any children) must print two copies of the DS-156 form; a K1 fiancé(e) applicant must also print one copy of the DS-156K. Applicants should ensure all answers are correct, especially if someone helped fill out the application. Make sure to use your Passport book number, not any other number in your passport (this number appears in red on the inside front cover as well as in the perforations on each visa page in the passport). Applicants should not sign any of these forms but should bring all three pages of the DS-156 (including the third page that contains a barcode) and, if required, the one-page DS-156K forms to the interview. Applicants must attach one photograph to each copy of the DS-156 form before they arrive at the embassy. See page 3 for photo requirements.

THIRD: As soon as you have obtained the required documents and prepared the forms, you must register for your visa interview at <http://colombia.usvisa-info.com>. Please follow the instructions on the attached sheet to schedule your appointment and pay the non-refundable visa application fee as instructed on that website.

FOURTH: Contact one of the Embassy's panel physicians to schedule your medical exam. We recommend that you complete your medical exam within two weeks prior to your interview appointment. See the instruction sheet for medical exams.

FIFTH (THE DAY OF YOUR INTERVIEW):

- Arrive no later than your appointment time.
- Bring all of the required documents for each visa applicant. (Please arrange documents in the exact order shown on the attached List of Documents.)
- Remember that the interview process may take several hours. Our waiting area is outside and Bogota can get cold. Please dress accordingly.
- Children under 14 years of age whose names are listed on a parent's appointment letter are not required to come to their immigrant or K visa interviews so long as their parent or a responsible adult brings the child's documents. Children 14 years and older must attend the interview.

IMPORTANT NOTES:

Visa issuance is not guaranteed. Therefore, we recommend that you do NOT make any travel plans, quit your job, or sell your properties until a consular officer has approved your visa.

The Consular Section does not endorse or have a "special relationship" with any individual, attorney, or business that offers advice or assistance with the visa process. All U.S. government forms are free.

If you are applying for a K1 visa, do not marry your fiancé(e) before you receive your visa and travel to the United States. If you get married, even to your fiancé(e), your K1 petition will be cancelled and you will have to start the process over.

Any document or information presented in connection with your K visa application may be investigated by our Fraud Prevention Unit. Any attempt to misrepresent a material fact to a consular officer may make you permanently ineligible to obtain a visa.

If you wish to discontinue the fiancé(e) visa petition process, the petitioner must inform us in writing. A scanned letter may be sent to IVbogota@state.gov. The case number, and the complete name and date of birth of both the petitioner and the applicant must be included.

To download forms or learn more about the visa process please go to the Immigrant Visa Section of our website at http://bogota.usembassy.gov/immigrant_visas.html.

LIST OF DOCUMENTS

We can return most original documents if you also bring notarized photocopies to your interview. If you already included an English translation in the documents you submitted to USCIS as part of the petition process, you do not need to provide additional English translations or duplicate copies.

- **PASSPORT:** The passport must be valid for travel to the United States and have at least six (6) months of validity left from the date the visa is issued. Applicants who have traveled to the United States should also present all previous passports.
- **PHOTOGRAPHS:** Six (6) COLOR photographs taken within the past six months for **each** applicant. See http://travel.state.gov/visa/visaphotoreq/visaphotoreq_5334.html for photograph instructions. Altered or photo-shopped photos will be rejected. NOTE: You must attach one of these photographs to the DS-156 forms prior to the interview – please ensure any staples in the photograph are as far away from your face as possible.
- **BIRTH CERTIFICATES:** Each applicant must present an original or a notarized copy of his/her birth certificate. The date and place of birth, parents' names, and date the birth was registered must be included. *We do not accept 'short form' birth certificates, as they are not official extracts from government records.* Applicants who present birth certificates issued more than two years after their birth (including corrected birth certificates) should be prepared to provide additional documentation of their birth, including baptismal certificates and/or the original birth certificate.
- **MARRIAGE CERTIFICATES (for K3/K4 cases only):** Married applicants must present a certified copy of their civil marriage certificate. All marriage certificates must include the date and place of the marriage, complete names of the spouses, and name and title of the person who performed the ceremony.
- **TERMINATION OF PREVIOUS MARRIAGES:** Certified photocopies of final divorce decrees, annulments, or death certificates are required for all previous marriages of the petitioner and all K1 and K3 applicants. We cannot accept civil or religious separations or annotations on the back of marriage certificates as proof that a marriage has been terminated. Colombian documents should state “liquidación de la sociedad conyugal” and “cesación de efectos civiles” when there is no divorce sentence.
- **POLICE CERTIFICATES:** A Colombian police certificate “*Certificado Judicial*” is required for all applicants who will be 18 years of age when they travel to the U.S. It may be obtained at any DAS office or online at <http://das.gov.co>. Police certificates are also required from applicants who have lived in another country for more than 6 months since turning 18 years of age (except for the United States, Mexico, and Venezuela). Please visit <http://travel.state.gov/visa/reciprocity/index.htm> for information about obtaining police certificates for other countries. Police certificates are valid for 12 months.
- **JUDICIAL AND PRISON RECORDS:** Applicants who have been arrested for **any** reason in **any** country (including Colombia or the United States) or who have any judicial/prison record must present copies of ALL documents related to the case, even if the charges were dropped, the applicant was found innocent, or they received an amnesty or other act of clemency.
- **IMMIGRATION RECORDS:** Applicants who have been denied admission to the United States, requested extensions of stay, changed status, applied for asylum, been deported, or granted voluntary departure from the United States must bring all relevant documents from the Department of Homeland Security or the immigration judge.
- **EVIDENCE OF SUPPORT:** You must demonstrate that you have sufficient financial support. We recommend that your fiancé(e) or spouse download and complete an Affidavit of Support (Form I-134) which you may bring to your interview. This form is available at <http://www.uscis.gov/i-134>. To avoid processing delays, we recommend petitioners include a copy of their most recent IRS 1040, and a W2, paystub, or a letter from their employer certifying employment.
- **PROOF OF RELATIONSHIP:** Applicants may wish to bring photographs, records of communication (phone records, emails, post-marked letters, cards), evidence of visits with each other, and any other evidence that demonstrates an ongoing relationship. Your American fiancé(e) is also welcome to attend the interview.
- **MEDICAL EXAM:** Applicants must bring their medical exam results to the interview.